

DRAFT
MINUTES OF THE MEETING
OF THE
MEAD PUBLIC LIBRARY
BOARD OF TRUSTEES
November 17, 2011

The meeting of the Mead Public Library Board of Trustees was held on Thursday, November 17, 2011 in the Josephine A. Rocca Meeting Room. Present Board Members: Ms. Quinn, presiding; Mrs. Johnson, Ms. Montemayor, Mr. Nelson, Ald. Sampson, Mrs. Segalle, Mr. Stauber Soik, Ms. Wortche (arrived 3:49 p.m.), and Mr. Zylman (left 5:10 p.m.). Absent Board Members: Mr. Morgan. Staff Members Present: Ms. Winkle.

1. President Quinn called the meeting to order at 3:46 p.m. and determined that a quorum was present. Ms. Wortche entered the meeting shortly thereafter.

2. Ms Quinn led those present in saying the Pledge of Allegiance.

3. There was no public comment.

4. Ms. Montemayor **moved** and Mrs. Segalle **seconded** approval of the minutes for the meeting of October 27. Motion **carried** with Mr. Stauber Soik abstaining.

5. Ms. Winkle announced meetings of the Common Council and Committee of the Whole to be held on November 21 regarding 2012 budget development.

6. Committee Report:

a. Finance Committee – Henry Nelson, Chair:

1. Mr. Nelson reported Committee discussion of possible responses to a funding reduction for 2012. He thanked Ald. Sampson for sharing his perspective on budget development with the Committee.

2. The Committee recommends no action on the 2012 budget at this time.

b. Financial Report:

1. Mr. Nelson reported that the Finance Committee has reviewed the report of current expenditures, including payroll and recurring expenditures. The Committee recommends approval of their payment. Mr. Nelson **moved** and Mrs. Johnson **seconded** approval by the Library Board. Motion **carried**.

2. The Board received the monthly 2011 budget status report as of October 31, 2011. In response to a question from Mrs. Johnson, Ms. Winkle addressed an error in the combined accounts section, which was corrected at the meeting. Mrs. Johnson also inquired about the status of the “Water” account. Ms. Winkle will research it and respond to the Board by e-mail.

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3. There were no line item transfers or budget amendments.
4. Mr. Nelson distributed the report of gifts received.

7. Director's Report:

- a. Ms. Winkle reported that countywide library service funding for 2012 has been approved by both the Sheboygan and Ozaukee county boards. She referred to a report of Ozaukee County's revised payment method attached to the agenda for this meeting. It is beneficial to Mead Public Library as well as reflective of the payment method set forth in the applicable section of Wisconsin Revised Statutes, Chapter 43.
- b. Ms. Winkle introduced review and possible action on revisions to the Bylaws and Policy Statements of the Mead Public Library Board primarily pursuant to benefit and compensation changes adopted at the Library Board meeting of October 27th. The draft was distributed by e-mail prior to the meeting. Copies were also distributed at the meeting. The Board reviewed the draft section by section noting several desired revisions to it. Ms. Winkle will incorporate them and produce a revised draft for the Board to consider at its meeting of December 15.

Mr. Zylman left the meeting during this portion of it.

8. Liaison Reports:

- a. Mr. Nelson reported that the Eastern Shores Library System (ESLS) Board has received reports of the approval by Sheboygan and Ozaukee counties of the amounts requested for 2012 countywide library service funding.
- b. Ms. Quinn reported for the Mead Public Library Foundation that its Renaissance Society Yuletide Gala will take place on Friday evening, December 9, in the Quiet Study Room. The evening will also include an introduction to Brainfuse and the Homework Help Center, both funded by a generous anonymous gift to the Mead Public Library Foundation.
- c. Ms. Quinn reported that Dinner with Friends, a fund raising effort of the Friends of Mead Public Library, was held on November 12 at the St. Nicholas Hall of Grace Church.

9. Mrs. Johnson **moved** and Ald. Sampson **seconded** adjournment. Motion **carried**. Ms. Quinn adjourned the meeting at 5:22 p.m.

Sharon Winkle, Secretary

Following the meeting, it was noted that Trustees may bring refreshments to share at the December 15 meeting. The Rocca Meeting Room will be open at 3:15 p.m. for that purpose.